

**CITY OF BARABOO
POLICE AND FIRE COMMISSION
MEETING MINUTES**

MINUTES FOR: Regular Meeting on January 21, 2019

The Baraboo Police & Fire Commission (PFC) met on this date at the Municipal Building, 101 South Boulevard (Council Committee Room #205), Baraboo. The meeting was opened at 3:30pm by PFC President Kujak. A notice of this meeting was posted on January 15, 2019.

Roll call found Commissioners Alt, Getschmann, Kluge, Kujak and Madalon were in attendance. Others present during the meeting were Police Chief Mark Schauf and Fire Chief Kevin Stieve.

Compliance with the open meeting law was noted by Kujak.

Kujak made a request to have the Agenda approved.

- Alt made a Motion to approve the Agenda; Getschmann offered a second and the Motion carried 5-0.

Kujak made a request to have the Minutes of December 17, 2018; January 7 & January 8, 2019 approved.

- Getschmann made a Motion to approve the Minutes; Alt offered a second and the Motion carried 5-0.

There were no citizens present to speak under 'Public Comments'.

Under OLD BUSINESS, the Police Chief provided an update on the Police Officer hiring process, stating that they are looking seriously at 2-3 candidates, and after a little more research he would like to have a 'Special Meeting' of the PFC to review those candidates and gain possible approval to make one or more hiring offers soon. It was agreed that when he is ready he should alert the PFC President or Secretary to have a meeting posted.

Under NEW BUSINESS, both Chief's presented their Monthly Reports and discussed them with the Commissioners.

The Police Chief made a request of the PFC to authorize him to post the vacant positions of 'School Resource Officer' and the 'Detective Sergeant' to seek potential candidates. He feels that this is an opportune time to get those two processes started. He noted that both would initially be offered within the Department as he feels there are good candidates for each within. However if he does not get an adequate number to look at, he would then like to offer the Positions across the State.

Kujak requested a motion to authorize the Police Chief to post the current vacant 'School Resource Officer' and 'Detective Sergeant' positions for seeking candidates:

- Madalon made a motion to approve the Chief's request; Getschmann offered a second. Motion passed 5-0.

The Fire Chief gave an update on his vacant 'Assistant Fire Chief / Training Officer' position, and indicated the projected Interview date will be Thursday, January 31, 2019, between the hours of 8:00AM to 5:00PM. The PFC is asked to provide three (3) Commissioners to be on the panel, adding that if the other two wish to attend they are welcome and can be observers. Early projection is that Commissioners Kujak, Getschmann & Kluge would be the primaries, with Madalon & Alt as back-ups. The Interview will take place in room 205 at City Hall.

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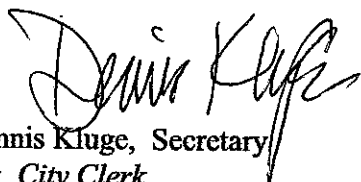
In 'Communications' the PFC received a letter from the Police Chief, which he received from Mrs. Lucy Riopell, commending Officer Drexler, and the Department for the positive handling of a complaint.

Before closing the meeting, PFC Secretary Kluge presented a potential concern that had been brought to his attention as to the use of a Closed Session in the December meeting. Kluge noted that at the time of the prior meeting and an Amended Agenda occurring, that it was his belief the event was properly handled. He added that he has since been in contact with the City Attorney to present her with the events and seek and understanding on proper handling in future like incidents. The response from the City Attorney closely matched how the PFC handled the December Amended Agenda matter, and no errors appear to have occurred. Considerable discussion was held on this topic so that all Commissioners understand that 'Amended' agendas should be a rare event, and only happen under certain circumstances. A check of PFC history finds that the Commission last had an Amended Agenda in 2015, supporting the rare exception.

Kujak requested a motion of adjournment:

- Madalon made a motion to adjourn the meeting; Kluge offered a second. Motion passed 5-0.

Respectfully submitted,



Dennis Kluge, Secretary
Cc: City Clerk

Approved by PFC on February 18, 2019